# The Federal Personnel Payroll Systems (FPPS)

- Developed by the Department of the Interior's National Business Center

- Mainframe based, integrated, on-line and real-time personnel and payroll system.

# The Federal Personnel Payroll Systems (FPPS)

- FPPS generates personnel and payroll outputs including:
  - Personnel, Position and Payroll actions
  - EEO Information
  - Retirement
  - Payroll Accounting
  - External reporting (i.e., Treasury, OPM, OMB, NFC, and IRS)

# Upcoming Changes to Personnel Action Processing

- Electronic Official Personnel Folder (eOPF)
  – NASA employee "rollout" scheduled for Feb. 11 -29, 2008.

- Transition of Personnel Action Processing to the NASA Shared Services Center (NSSC)

# *What is eOPF?*

- eOPF is an electronic or "Virtual" solution that transitions OPM (Office of Personnel Management) personnel records and future personnel actions from paper.

- eOPF establishes an electronic Human Capital document repository that enables effective and efficient management and distribution of OPFs at NASA and across Federal agencies.

# *What is the Purpose of eOPF?*

- *Digitally documents the employment history of Federal Government employees.*

- *Allows employees secure access to their personnel folder*

# *eOPF Features*

- Sends automatic email notification when documents are added to the folder

- Automates employee transfers between agencies and centers

- Allows secured access of personnel information to employees and HR Personnel

- Provides an audit trail of folder access

## Why eOPF is Good for Both Me and NASA

- ***Convenient searching*** - Includes capability to type in a search term, hit "enter" and let the computer do the looking.

- ***Better security*** - No hard copy means no paper to be mishandled, misfiled or lost.  Electronic files are safer and backed up.

- ***Economical storage*** - eOPFs significantly reduce NASA's cost of document storage, maintenance and retrieval.

- ***Streamlined Business Processes*** – Allows desktop access and reduces paper handling

- ***Centralized Data*** – Allows a central repository of OPF records

# *Employee Benefits*

- *Provides secure online access to your OPF*
  - *… allows me to view and print on my own*
- *Notifies you automatically by email when a document is added to your folder*
  - *… provides me with a current status of what is in my folder*
- *Transfers retirement and HR data across agencies*
  - *… my personnel history stays with me wherever I go in the Federal government*
- *Provides convenience*
  - *… no more trips to HR*

# *What is in the NASA _eOPF_?*

- Personnel Actions
- First and Most Recent Employment Applications
- Service Agreements
- Civilian and Military Service Records
- Benefit Forms

# *What is NOT in the NASA eOPF?*

- **Position Descriptions**
- **Performance Appraisals**
- **Training Records**
- **Medical Records**
- **Awards**

# *How Do I Get to eOPF?*

- Employees will access *e*OPF through the Human Capital Information Environment (HCIE) Workforce Services portal - https://hcie.nasa.gov/portal/server.pt

# What Do I Need to Do?

- Listen for more messages regarding eOPF

- Take the training when available

- Contact your eOPF Center Representative or organization's HR Specialist with your questions

# Transition to NSSC

- Will take place following implementation of eOPF

- Transition is currently scheduled to take place March 2, 2008.

# What activities will Transition?

- Transactional Human Resources (HR) activities that are necessary to appoint, separate, record, and maintain records of personnel changes for NASA employees (except OIG employees).

# What activities will Transition?

NSSC will support  HR transaction processing and related records to produce updated:

- Senior Executive Service Data

- Official Personnel Folder Data

- Notification of Personnel Actions (Standard Form 50s)

- Non-OPF data including group action request lists and awards documentation.

# How will we be affected by this transition?

- Submission Timeline -Actions must be submitted to the NSSC no later than the close of business (COB) the Friday before the one full week prior to the effective date.

# FPPS/Personnel Action Processing

## Questions?